

**Community of Care Advisory Council
By-Laws Revisions**

**Questions and Answers
February 25, 2003**

Why are we making any changes?

A major change in the by-laws was approved in April 2002 at the General Meeting. Since that time we have had an opportunity to “test” the by-laws to see if they accurately reflect the procedures needed to carry out the business of the council. The changes below are intended to clarify process, make minor corrections, to include youth voice on the council, and to adjust wording to more accurately reflect the discussions around the purpose of the council.

What specific changes are being proposed?

Preamble: The language is being changed to reflect the conversations that took place at a planning meeting of the Community of Care Advisory Council in September, 2002 and subsequent language that was approved at the monthly meeting of the Community of Care Advisory Council on October 7, 2002 .

Current Language:

The goal of these by-laws is to develop the original structure into an advisory body that is self-sustaining, developed as a 501c3 non-profit organization that might be supported through both public and private funding. We seek to create a structure that will be capable of sustaining the efforts initiated by the federal grant while broadening it to a system of care for all families, and still assuring that the needs of the most seriously affected will be served.

Change to:

We seek to create a structure that will be influential in sustaining the system of care efforts for multi-system children. The COCAC will influence and encourage intervention and prevention efforts for all children and families in Clark County.

Article III, Governance, Section 1 (a) (iii)

Citizens/Community Representatives: To include youth voice on the council. 7 members shall be elected by the general membership for 2-year terms to represent the interests of the community at large. These representatives might include persons from families receiving services, youth, business persons, and other citizens.

Add: (after first sentence) Two positions will be for youth or young adults up to 24 years of age. Children/youth should not be elected who have a family member on the Advisory Council.

Article III, Governance, Section 1 (d) (ii)

Elected Members: Correct numbering of the council members.

Current Language: Each Elected Member shall begin a term of service at the first Board meeting following the Annual General Meeting and shall serve a two year term of service. Each of the five organizational positions shall be permanently designated by a number: “1”, “2”, “3”...; each of the Citizen/Community Representative positions shall be permanently designated by a number "6" through "12". Even numbered positions shall be elected to two year terms in even numbered years. Odd numbered positions shall elected to two year terms in odd

numbered years.

Change to: Each Elected Member shall begin a term of service at the first Board meeting following the Annual General Meeting and shall serve a two year term of service. Each of the five organizational positions shall be permanently designated by a number: "1", "2", "3"...; each of the Citizen/Community Representative positions shall be permanently designated by a number **"6" through "17"**. Even numbered positions shall be elected to two year terms in even numbered years. Odd numbered positions shall elected to two year terms in odd numbered years.

Article III, Governance, Section III 1 (d) (iii) (change to iv)

Transition Provision: Because the Council didn't begin substantive work until June of 2002, it has just begun to develop the processes and procedures needed to begin to move forward with the established mission, vision, and goals. With that in mind, it is recommended that the transition provision be extended to 2 years, so that half of the board would not be replaced this early in the organization of the membership.

Current Language: In the first year of these amended By-Laws, elected members who receive the highest number of votes shall fill the even numbered positions first and shall be elected for a two year term. Those remaining after the even numbered positions are filled shall fill the odd numbered positions and shall serve one year terms. This provision shall be automatically deleted from the By-Laws following the second annual election.

Change to: (iv) In the first year of these amended By-Laws, elected members who receive the highest number of votes shall fill the even numbered positions first and shall be elected for a **three** year term. Those remaining after the even numbered positions are filled shall fill the odd numbered positions and shall serve two **year** terms. This provision shall be automatically deleted from the By-Laws following the second annual election.

Article III, Section III 1 (g)

Vacancies: Language changes for clarification of Executive Committee vacancies.

Current Language: When any elected position becomes vacant, the Executive Committee may nominate an Advisory Council member for interim appointment to the vacancy. This nominations shall be confirmed or rejected by a majority vote at the next meeting of the Board. This appointment shall expire at the next general election, at which time an election shall be held to fill the vacancy.

Change to: When officers and standing committee chairs become vacant, the Executive Committee may nominate an Advisory Council member for interim appointment to the vacancy. This nominations shall be confirmed or rejected by a majority vote at the next meeting of the Board. This appointment shall expire at the next general election, at which time an election shall be held to fill the vacancy.

Article III, Section 1 (d) (iii)

Vacancies: Language changes for clarification of Advisory Council vacancies.

Add Section 1 (d) (iii)

When appointed positions become vacant, the agency will appoint a new representative. When elected community positions become vacant, the interim appointment is made from the original slate of nominees. If the slate is depleted candidates from the community will be accepted for consideration. When family/ community elected positions become vacant, the interim appointment is

made from the original slate of family/community nominees until the next general election cycle. If the original slate of nominees is exhausted prior to the next general election and a family/community representative opening exists, additional candidates from the community will be accepted for consideration.

Article IX Section 2

Bylaw Amendments: Deletion recommended for lack of clarity on what would constitute 15% of the membership.

Current Language: Proposing Amendments

Amendments to these By-Laws may be proposed for ratification by the general membership by an affirmative vote of two-thirds of the currently filled positions on the Board or by a petition by 15% of the general membership.

Delete: or by petition by 15% of the general membership.

What is the timeline for this change process?

The membership will vote on the proposed changes at the April 3, 2003 general meeting. If the new by-laws are approved, we will then begin the process of electing the two youth who have been added to the council, and we will be asking the council members who were appointed during the year to submit a nomination for their positions on the council. Nominations from the floor will be accepted.

How does one become nominated for the Board?

Nomination forms will be available at the April 3, 2003 general meeting.

A person can be nominated by any member, including one's self.

All members are eligible to run for the Council. It does require a commitment of about 2 to 3 hours per month, including a commitment to attend scheduled meetings.

Persons who are not on the Board have many opportunities to participate through committee work and through the community meetings that the Family Action Committee will develop.

To obtain copies of the existing by-laws, **or nomination forms** contact Denise Martino, DCS @ 360-397-2130. Copies are also available at the Department of Community Services, 1610 C Street, or at the Clark County Youth House, 1112 Columbia.